



## Code of Conduct

The Port Byron Library has established this Code of Conduct to:

- Protect the rights of individuals to enjoy the benefits of library facilities, materials and services.
- Protect the rights of library staff members and volunteers to conduct library business without interference.
- Preserve library materials and facilities from harm.
- Ensure the safety of library patrons, employees and volunteers.

The Patron Code of Conduct will be posted in the library building. Library staff members are authorized to bring to an individual's attention any act which is prohibited in the library or on the library grounds. The individual will be asked to change the problem behavior. If such change is not evident or forthcoming, that individual will be asked to leave the library property.

### **Expected Behavior**

Mutual respect makes it possible for every library user to fully utilize library materials and services. All library users can help by being respectful of each other and by behaving in a manner that does not disrupt other patrons or staff or compromise their right to privacy and confidentiality with regard to information sought or received and resources consulted, borrowed, acquired or transmitted.

### **Prohibited Behaviors or activities:**

Behaviors that disturb the normal functioning of the library and/or create a disruptive and unsafe environment include but are not limited to:

- Failure to follow staff instructions
- Recording Patrons without their Express Permission

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- Noise disturbing to others, including loud talking, yelling and inappropriate/loud use of cell phones or other electronic devices
- Abusive or threatening language or profanity
- Deliberate behavior that is intimidating, threatening, hostile or offensive, or adversely impacts patrons and/or staff work performance
- Fighting, physical abuse or assault
- Theft or damage to library, patron or staff property, altering or attempts to alter library materials
- Violating the Internet Use Policy, including the display of obscene or pornographic materials
- Consuming , possessing or selling alcohol or illegal drugs or being under the influence of such.
- Excessive displays of public affection or engaging in or soliciting sexual acts
- Exhibitionism, voyeurism or lewd behavior
- Gambling
- Leaving children under 8 unattended
- Panhandling, petitioning, soliciting or selling merchandise
- Smoking, chewing tobacco or using other tobacco products
- Sexual Harassment
- Spitting
- Trespassing-entering the library when barred
- Weapon possession

**Inappropriate Use of Facilities or Equipment includes, but is not limited to:**

- Activities intended to interfere with or disrupt computer networks or equipment
- Animals, except service dogs or animals which are part of a library sponsored program
- Camping in the library or on library grounds
- Improper use of library furniture that may result in damage or unusual wear
- Obstructing passageways or blocking access to the library or any part of the library
- Use of public restrooms for bathing or laundry or other inappropriate use of restrooms
- Vandalizing library facilities and equipment